

State and School Employees Health Insurance Management Board

Minutes of the Standing Monthly Meeting January 24, 2018

The standing monthly meeting of the State and School Employees Health Insurance Management Board convened on Wednesday, January 24, 2018, in Room 139 in the Woolfolk Building located at 501 North West Street in Jackson, Mississippi, at 9:00 a.m. The presiding officer was Ms. Laura D. Jackson, Chairman of the Board. A quorum was present.

Voting Members Present

Ms. Laura Jackson, Chairman
Mr. Christopher Burkhalter, Vice-Chairman
Dr. Glenn Boyce
Mr. Mike Chaney (*Represented by Mr. Bob Williams*)
Mr. Mark Formby
Mr. Larry Fortenberry
Mr. Kelly Hardwick
Ms. Pat Robertson (*via phone*)

Non-Voting Members Present

None

Voting Members Absent

Dr. Andrea Mayfield
Dr. Carey Wright (*Represented by Ms. Elisha Campbell*)

Non-Voting Members Absent

The Honorable Videt Carmichael
- Chairman, Senate Insurance Committee
The Honorable Gary Chism
- Chairman, House Insurance Committee
The Honorable Eugene Clarke
- Chairman, Senate Appropriations Committee
The Honorable John Read
- Chairman, House Appropriations Committee

Department of Finance and Administration Staff Present:

Mr. Richard Self
Ms. Cindy Bradshaw
Ms. Latasha Holmes
Ms. Amanda Murphy
Ms. Terri Ashley
Ms. Julia Bryan
Mr. Rick Fava
Mr. Chris Shaman

Attorney General's Office Staff Present:

Mr. Edward Wiggins, Jr., Esquire

Call to Order

The meeting was chaired and called to order by Ms. Laura D. Jackson, Chairman of the Board.

Agenda Item 1: Minutes of the Standing Board Meeting of November 15, 2017

Chairman Jackson announced that minutes of the Board's standing monthly meeting of November 15, 2017, had been provided to all Board members for their review in advance of today's meeting. A motion was made by Mr. Larry Fortenberry for the Board to approve the minutes as presented. Mr. Bob Williams (designee for member Chaney) seconded the motion. The motion passed by a 7 – 0 vote, with members Boyce, Burkhalter, Formby, Fortenberry, Hardwick, Robertson, and Williams voting affirmatively.

Agenda Item 2: Election of Vice-Chairman

Chairman Jackson advised that election of a vice-chairman was in order. A motion was made by Mr. Fortenberry to elect Mr. Christopher Burkhalter as Vice-Chairman to the State and School Employees Health Insurance Management Board. Mr. Mark Formby seconded the motion. The motion passed by a 6 – 0 vote, with members Boyce, Formby, Fortenberry, Hardwick, Robertson, and Williams voting affirmatively.

Agenda Item 3: Fiscal Year 2017 Financial Audit Report

Chairman Jackson recognized Mr. Timothy T. Burns, CPA and Partner with BKD, LLP, to present the results of BKD's financial audit of the State and School Employees' Life and Health Insurance Plan for fiscal year 2017. Copies of the draft report entitled "*State of Mississippi Selected Funds of the State and School Employees' Life and Health Insurance Plan, Independent Auditor's Reports and Combined Financial Statements of Funds Selected for Audit June 30, 2017*", and BKD's management letter, were provided to Board members at the meeting. Mr. Burns advised that the final report was in the process of being prepared, and that he did not anticipate any changes from the information provided in the draft report. He reported that the Plan received an unmodified, or "clean" opinion again this year, and that no findings were noted. No further action was needed or taken by the Board.

Agenda Item 4: Actuarial Services Contract

Chairman Jackson recognized Mr. Richard Self, State Insurance Administrator with the Office of Insurance, who advised the Board that the Actuarial Services Contract with Mr. Wm. Lynn Townsend, FSA, MAAA, which began October 1, 2013, will expire on September 30, 2018. Mr. Self stated that in order to ensure that the Board has an actuary under contract, and that the selected actuary will be ready to provide services by October 1, 2018, the staff would need to initiate a procurement process within the next few months. A motion was made by Mr. Kelly Hardwick to issue a request for proposals (RFP) for actuarial services and for the Chairman to appoint an Actuarial Service RFP Board subcommittee. Mr. Burkhalter seconded the motion. The motion passed by a 7 – 0 vote, with members Boyce, Burkhalter, Formby, Fortenberry, Hardwick, Robertson, and Williams voting affirmatively. Subsequent to the motion, Chairman Jackson appointed Chris Burkhalter, Mark Formby, and Larry Fortenberry to the Actuarial Services RFP Board subcommittee.

Agenda Item 5: Financial Statements

Chairman Jackson recognized Ms. Latasha Holmes, Director of Budget and Accounting, who briefly reviewed the financial statements for the State and School Employees' Life and Health Insurance Plan for the months of November and December 2017. Copies of the financial statements were provided to Board members for their review prior to the meeting.

Agenda Item 6: General Schedule

Chairman Jackson recognized Ms. Cindy Bradshaw, Deputy Director with the Office of Insurance, who briefly reviewed the schedule of major activities and actions to be taken by the Board for the next several months.

Agenda Item 7: Old Business

Chairman Jackson recognized Mr. Richard Self who reported that the *Report of the Actuary on the Other Postemployment Benefits Valuation, Prepared as of June 30, 2017*, originally distributed at the November 15, 2017 meeting had subsequently been revised by the actuary, Cavanaugh Macdonald Consulting, noting that the revised report had since been emailed to Board members. Mr. Self advised that other than a slight reduction in the total liability, there were no significant changes to the report. Mr. Self also advised the Board that the OPEB actuarial services contract with Cavanaugh Macdonald will expire on June 30, 2018, and reminded them that the Board has historically contracted with the Public Employees Retirement System (PERS) contract actuary for these services. Mr. Self reported that PERS was scheduled to award a new actuarial services contract within the next several months, after which, the Board could consider whether to contract with the PERS-selected actuary or conduct a separate procurement. Mr. Self also provided a brief update on proposed State legislation that could impact the Plan. There was no other old business.

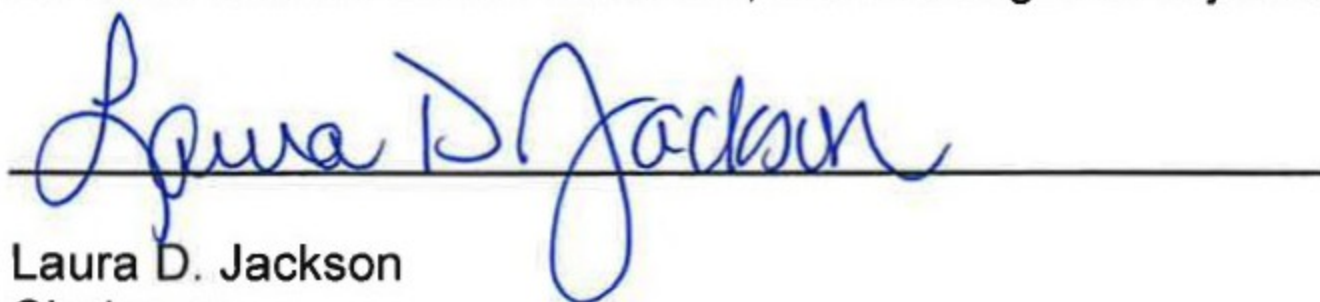
Agenda Item 8: New Business

There was no new business for the Board to consider.

Adjournment

Chairman Jackson announced that the next standing meeting of the State and School Employees Health Insurance Management Board is scheduled for 9:00 a.m., on Wednesday, February 28, 2018 in Room 139, located at the Woolfolk Building in Jackson, Mississippi.

As there was no further business, the meeting was adjourned at 9:24 a.m.



Laura D. Jackson
Chairman

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